

San José State University  
College of Social Work  
**DESCRIPTION OF FIELD PLACEMENT**

**Agency:** \_\_\_\_\_

**Agency Program or Division:** \_\_\_\_\_

**Field Instructor:** \_\_\_\_\_

**Faculty Field Liaison:** \_\_\_\_\_

**Due Date:** \_\_\_\_\_

**CONFIDENTIAL**     

Directions:

This description will be placed in a reference notebook for other students to use when planning placements. **If you do not want this description to be available for viewing by other students, please check the box marked CONFIDENTIAL.**

Only include your phone number or email address if you are willing to be contacted by students interested in your field placement. Please answer each question below on a separate piece of paper and attach it.

Your careful review of your learning in the field setting will be a factor in the continuing relationship of the MSW Program, the agency, and your field instructor. Thank you.

Name: \_\_\_\_\_ Date \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Field Placement Agency: \_\_\_\_\_

Field Instructor: \_\_\_\_\_

Faculty Field Liaison: \_\_\_\_\_

1. Please write a general description of the placement: (e. g. population served, services offered, roles of the social worker).
2. Describe the orientation you had in your placement. Were there specific aims and objectives? Was there a particular focus to the orientation? How long did the orientation last?
3. Were you provided with a desk, telephone, and office supplies? If not, explain what office materials were provided.
4. Did you have regularly scheduled conferences with you field instructor? What was the general focus of these conferences? If your field instructor was not readily available, were there other staff members to whom you could turn for help - if so, who were they?
5. What responsibilities were assigned to you? What criteria were used in the selection of cases for your assignment (presenting problem, diagnostic or treatment value, your special interest and learning needs, etc.)? Was the case assignment process satisfactory?
6. Describe two case situations for which you had ongoing responsibility. Include in these sketches the problem, the method of contact, the contract, length of time you provided service and the service you provided. **(DO NOT USE ANY IDENTIFYING CASE INFORMATION TO PROTECT CONFIDENTIALITY)**
7. Describe the training opportunities available to students in this agency, in addition to regular supervision. Refer to any regular administrative or case conference sessions provided.
8. Would you recommend continuing this placement next year? What would you suggest to improve this placement for future students?